

**MEMORANDUM OF UNDERSTANDING
CONCERNING PAYROLL FOR THANKSGIVING WEEK 2023
AS AMENDED APRIL 2024**

This Memorandum of Understanding (“MOU”) is entered into this ___ day of [April 2024](#), between the Chicago Board of Education (“Board”) and the Chicago Teachers Union (“CTU” or “Union”) (collectively, the “Parties”).

WHEREAS, the Board and the Union are parties to a collective bargaining agreement effective July 1, 2019 to June 30, 2024 (“CBA”); and

WHEREAS, the Parties wish to amend the way that non-52-week bargaining unit employee salaries are issued in connection with the week of Thanksgiving;

NOW, THEREFORE, the Parties agree as follows:

1. Monday, November 20, 2023 will be converted to a teacher-directed school improvement day. At their own discretion, bargaining unit employees may attend this school improvement day in-person or virtually, and shall alternatively be allowed to use a personal business day if they choose. (Bargaining unit employees must attend the school improvement day virtually if their school building is closed on this day, unless they are using a personal business day.) June 7, 2024 will be converted to a principal-directed professional development day, and June 10, 2024 will be an unpaid vacation day. Bargaining unit employees at schools who voted to flex June 10, 2024 will now flex November 20, 2023 and be paid for this day. [Any school that chose to flex principal-directed time from June 10, 2024, will convert the equivalent amount of time to teacher-directed on June 7, 2024. Bargaining unit employees may choose either in-person or virtual participation for any such converted teacher-directed school improvement time, provided that it does not interfere with principal-directed professional development for schools that flexed less than the entirety of work hours for June 10, 2024 such that some portion of June 7, 2023 will remain principal-directed.](#) For these employees, November 20, 2023 will not be a required school improvement day, virtually or In-person.

2. Tuesday, November 21, 2023 will be converted to a paid vacation day. One (1) day of Spring Break (March 25, 2024) will be converted to an unpaid vacation day.


3. Wednesday, November 22, 2023 will remain an unpaid vacation day. Thanksgiving Day and the Day After Thanksgiving will remain paid holidays.

4. The Board will issue the following announcement in October 2023: "CPS, CTU, and CTPF are working collaboratively toward the goal of amending the CPS payroll calendar such that, beginning next fiscal year (SY24-25) salaried bargaining unit employees, will receive their salaries in equal biweekly checks across their work year (e.g., 208 days for most school-based employees)."

5. In the event of any dispute arising regarding the accounting of previously flexed time for June 10, 2024, that was designated as principal-directed before the execution of the MOU, the parties agree to address such disputes through strategic bargaining discussions no later than May 31, 2024, provided the Union reserves all rights under Article 3 of the CBA should no resolution be achieved through strategic bargaining.

6. In exchange for the above, the Union hereby withdraws Grievance case no. 21-09-034(zf) with prejudice, and agrees that this fully executed MOU shall serve as the formal withdrawal of the Grievance.

**BOARD OF EDUCATION OF
THE CITY OF CHICAGO**

DocuSigned by:
Miguel J. Perretta 
By: 7577C99EF780498
Miguel Perretta
Chief Labor Relations Officer

**CHICAGO TEACHERS UNION
LOCAL 1, AFT-IFT, AFL-CIO**

DocuSigned by:
Thaddeus Goodchild
By: 9EC1E59D28ED4E4
Thaddeus Goodchild
Attorney for CTU

Dated: April 8, 2024 | 12:05:16 PM CDT
April 5, 2024 | 9:06:07 AM CDT

Dated: April 5, 2024 | 8:46:57 AM CDT